

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Memorandum of Agreement on Joint Effort for Corporate Data by OL, OIT, OF

FROM:

DC/IMSS

EXTENSION

NO.

DATE 1/27/87

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. EO/L

1/28/87

2. DD/L

2/2

3. D/L

4. EO/L

2/4

5. DC/IMSS

2/6

6.

7. EO/L

2/6

8. DD/L

9. D/L

10.

11.

12.

13.

14.

15.

Attached is a draft copy of proposed Memorandum of Agreement for your review. My one concern is OF's "soft" commitment to the IOC date.

Bill - This looks OK to me - over to you for the next step.

Paul see comments.

5 to 1-3:

Attached is revised MOA. Former PS 2a, 3a, 4a are now PSa. Other minor changes noted by EO/L.

1/27/89

MEMORANDUM OF AGREEMENT

BETWEEN

OFFICE OF LOGISTICS, OFFICE OF INFORMATION TECHNOLOGY  
AND OFFICE OF FINANCE

REGARDING

DDA CORPORATE DATA BASE MANAGEMENT SYSTEM FOR CLAS AND BARS

1. This Memorandum of Agreement between the Office of Logistics, Office of Information Technology, and Office of Finance provides for a joint commitment to the DDA's Corporate Database Management System as a combined project to implement the Office of Logistics' Commercial Logistics Application System (CLAS) and the Office of Finance's Budget and Accounting Resources System (BARS) under the direction of the Chief, Corporate Systems Development Division, MISG, OIT.

2. To that end the Office of Logistics shall:

a. Agree to provide human and financial resources sufficient to cause the project to succeed to an initial operating capability (IOC) by 1 October 1988. The specific resources to be provided will be documented by 1 April 1987, at which time this MOA will be amended.

b. Agree to provide the funds required for the procurement of the following Cullinet packages; Bill of Materials, Accounts Receivable, Order Entry, Inventory Control, and Material Requirements Planning.

c. Agree to provide the funds for purchase of Cullinet training credits required for OL careerists. The amount required will be documented by 1 April 1987 at which time this MOA will be amended.

d. Agree to fund software modifications and enhancements, which are established by and mutually agreed to by the Project Officer, required for OL functionality not supported by the acquired software packages.

e. Agree to cooperate fully with the Office of Information Technology in all aspects of system implementation.

f. Agree to cooperate fully with the Office of Finance in defining all shared data elements and procedures necessary to effect a fully integrated system.

3. The Office of Finance shall:

a. Agree to provide human and financial resources to work toward the goal of attaining initial operating capability (IOC) of 1 Oct, 1988. The specific resources to be provided will be documented by 1 April 1987, at which time this MOA will be amended.

b. Agree to cooperate fully with the Office of Information Technology in all aspects of system implementation.

c. Agree to cooperate fully with the Office of Logistics in defining all shared data elements, the functionality of the system, enhancements that will eliminate redundant accounting procedures, and develop the software that is required to attain real-time funds availability.

4. The Office of Information Technology shall:

a. Agree to provide human, system and financial resources sufficient to cause the project to succeed to IOC by 1 October 1988. The specific resources to be provided will be documented by 1 April 1987, at which time this MOA will be amended.

b. Agree to enter into a contract with Cullinet Software, Inc. to procure software packages that will satisfy the functional requirements of the Office of Logistics' procurement, inventory, and supply processes and the Office of Finance's budget and payment activities. At the time of this agreement, these packages include

Purchasing, Accounts Payable, General Ledger, Funds Control, Bill of Materials, Order Entry, and Inventory Control.

*What about Accounts Receivable and Material Requirements Planning see 2b*

c. Agree to act as overall project manager, and to coordinate all major resource, functional, schedule, and development issues with the Project Managers. Decisions affecting the resources of OL and OF will be made with the concurrence of the appropriate Project Officer.

d. Agree to cooperate fully with both the Office of Logistics and the Office of Finance in ensuring that the technical aspects of the System meet the functional requirements of the two user Offices.

e. Agree to support the acquired software on Ruffing Center Systems from initial loading through IOC.

f. Agree to confer with the OL and OF Project Officers regarding the design, development, and implementation of system functions that are not met by the commercial packages. The funding required to meet these functions will be provided by OL for OL requirements and by OIT for others.

g. Agree to provide the funds required for the procurement of the following Cullinet packages; Purchasing, Accounts Payable, General Ledger, and Funds Control.

h. Agree to purchase Cullinet training credits required for the training of OIT and OF careerists.

5. The three Offices:

a. Agree to enter into an agreement with Cullinet Software, Inc. for the express purpose of providing a fully integrated, Federally-oriented software system with Funds Control, that meets the Logistics and Finance processes.

b. Agree to participate in the development and execution of an implementation plan for the Beta-Site software with the vendor.

c. Agree to make every effort to conform to the capabilities of the acquired software to the maximum extent possible. Program development will only be done when absolutely necessary to meet documented requirements.

d. Agree that OIT, specifically the Chief, CSDD/MISG/OIT, has overall responsibility for the project, that each of the three Offices shall have a project officer representing their respective interests and that they will meet regularly to ensure direction; decisions will be made jointly by the Project Officers to the extent possible and that Project Officers will have full input on all major resource, functional, schedule, and development issues; that each Office project officer shall have the right of appeal to any decision of the C/CSDD, through their respective Office Director to the Director, OIT.

ADMINISTRATIVE - INTERNAL USE ONLY

FOR THE OFFICE OF LOGISTICS

FOR THE OFFICE OF FINANCE

By \_\_\_\_\_  
Director of LogisticsBy \_\_\_\_\_  
Director of Finance

Date \_\_\_\_\_

Date \_\_\_\_\_

FOR THE OFFICE OF INFORMATION TECHNOLOGY

By \_\_\_\_\_  
Director of Information Technology

Date \_\_\_\_\_

Concur: By \_\_\_\_\_  
Deputy Director for Administration

Date \_\_\_\_\_